

N 20-244

OCI NOTICE  
NO. 20-244

PERSONNEL  
15 March 1971

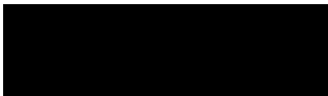
OFFICE OF CURRENT INTELLIGENCE  
FITNESS REPORTS FOR DIVISION PROFESSIONAL PERSONNEL

1. There has been considerable difference among the OCI divisions in assigning responsibility for the preparation and review of fitness reports for professional personnel. This notice sets forth procedures to ensure uniformity within the Office in carrying out this important duty.

2. The performance of the individual desk analyst will be rated by his Branch Chief and will be reviewed by his Division Chief or the Deputy Division Chief.

3. Division Chiefs will evaluate the performance of their Branch Chiefs, Production Officers, and Research Officers. These evaluations will be reviewed by the OD/OCI.

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RICHARD LEHMAN  
Director of Current Intelligence

Distribution: A